

Executive

Schedule of decisions 20 June 2019

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ITEM

1. MINUTES

RESOLVED that the minutes of the Executive meeting held on 30 May 2019 be approved as a correct record and signed.

2. APOLOGIES FOR ABSENCE

Executive Members: Councillor E. Humphreys and Councillor V.H. Lewanski.

Non-Executive Members: Councillor S. Walsh and Councillor C.T.H. Whinney.

3. DECLARATIONS OF INTEREST

None.

4. SUPPORTING OUR VOLUNTARY AND COMMUNITY SECTORS (VCS)

RECOMMENDED that the Officer Scheme of Delegation in the Council's Constitution be amended to reflect the changes at Resolution 1 below by, replacing paragraph 2.8 ("*Determine applications for capital grants, including Local Area Capital Grants, and allocate core grant funding*") and paragraph 2.9 ("*Approve Councillor Community Awards in accordance with the agreed criteria*") with:

- (i) "*Determine applications for the small and medium sized grants fund on the basis of the financial limits and criteria determined by the Executive*", with authority delegated to the Head of Service with responsibility for Voluntary Sector funding, in consultation with the Portfolio Holder with responsibility for the Voluntary Sector funding.
- (ii) And "*Enter into and manage service level agreements for commissioned VCS services on the basis of the financial limits and criteria determined by the Executive*", with authority delegated to the Head of Service with responsibility for Voluntary Sector funding, in consultation with the Portfolio Holder with responsibility for Voluntary Sector funding.
- (iii) Removing the Councillor Community Awards Scheme from the Constitution with effect from the 2019/20 Municipal year.

RESOLVED that:

- (i) The Council's financial support arrangements for the Voluntary and Community Sectors (VCS) be replaced, on a cost neutral basis, with: (a) **A Small Grants Fund** of £45,000 from 2020/21 (£30,000 for 2019/20), offering grants of up to £2,000, based on the criteria for award set out at Appendix 2 to the Executive's report; (b) **A Medium Grants Fund** of £50,000 offering grants for expenditure from 2020/21 of £2,000 - £20,000, based on the criteria for award set out at Appendix 3 to the Executive's report; and (c) **A Commissioning Fund** of £285,000 for expenditure from 2020/21, targeted at some of our currently core funded VCS partners whose services are central to our corporate priorities, as set out in paragraphs 11 and 12 of the Executive's report and Table 11 of Appendix 1.
- (ii) The Head of Community Partnerships, in consultation with the Portfolio Holder with responsibility for Community Partnerships and other Executive Members and Heads of Service as appropriate, be authorised to strengthen the Council's offer of 'in kind support' to the VCS by: (a) Developing and introducing a policy for free / discounted use of Council meeting rooms; (b) Developing and introducing an employee volunteering policy, with an emphasis on skills based volunteering; and (c) Responding to specific in kind support requests from VCS partners.
- (iii) The Head of Community Partnership's proposals to improve dialogue with the Council's VCS partners, set out in paragraph 16 of the Executive's report and paragraph 8.4 of Appendix 1, be endorsed.
- (iv) The Head of Community Partnerships be authorised to implement proposals to increase skills based volunteering, amongst the business community, local residents and the Council's own workforce.
- (v) The Head of Community Partnerships be authorised to raise public awareness of the activities of the Borough's VCS in order to give greater recognition of the value of volunteering to local residents.
- (vi) The Head of Community Partnerships be authorised to undertake a programme of activities to assist with the development of the skills and performance of the Council's VCS partners.

Reason for decision:

To strengthen the Borough's VCS through partnership working with individual organisations and Voluntary Action Reigate and Banstead (VARB). To also encourage business and resident communities to strength the VCS through greater skills based volunteering.

Alternative options:

To reject the findings from the VCS review and continue the previous approach to supporting the VCS, or to support implementation of only some of the reviews findings.

Lead officer:

Head of Community Partnerships

5. QUARTERLY PERFORMANCE REPORT (Q4 2018/19)

RESOLVED that:

- (i) The Council's performance for the fourth quarter of financial year 2018/19, outlined in the report of the Head of Projects and Performance, be noted

- (ii) The requests from the Overview and Scrutiny Committee (6 June 2019) that it had an opportunity to review Key Performance Indicators for service delivery for 2020/21 before they are adopted, and that affordable housing targets be reported by type, be accepted.

Reason for decision:

To consider the performance for the fourth quarter of the financial year 2018/19.

Alternative options:

None.

Lead officer:

Head of Projects and Performance

6. FIVE YEAR PLAN PERFORMANCE REPORT 2018/19

RESOLVED that the positive progress against the Council's Five Year Plan (2015-2020) priorities, set out in the report of the Head of Projects and Performance, be noted.

Reason for decision:

To receive the Five Year Plan progress for 2018/19.

Alternative options:

None.

Lead officer:

Head of Projects and Performance

7. ANNUAL GOVERNANCE STATEMENT 2018/19

RESOLVED that the Annual Governance Statement, set out in Annex 1 to the report of the Head of Finance and Assets, be endorsed.

Reason for decision:

To consider the Council's Annual Governance Statement before it was included within the annual Statement of Accounts.

Alternative options:

To reject or amend the contents of the statement.

Lead officer:

Interim Head of Finance and Assets

8. PROVISIONAL OUTTURN REPORT 2018/19

RECOMMENDED that the 2018/19 prudential and treasury indicators, set out in the Annual Treasury Management report at Annex 3 of the report to the Executive from the Head of Finance and Assets, be approved.

RESOLVED that:

- (i) The provisional revenue and capital outturn position for 2018/19 be noted; and

- (ii) The use of reserves proposed in paragraph 11 of the report to the Executive be endorsed and the Head of Finance and Assets be authorised to make the necessary arrangements.

Reason for decision:

To advise Members of the revenue and capital expenditure for 2018/19, to seek authorisation for the proposed changes to reserves and to comply with the Council's reporting requirements in relation to Treasury Management activity.

Alternative options:

To amend, or reject, the proposals to adjust reserves as set out in the report.

Lead officer:

Interim Head of Finance and Assets

9. DEBT WRITE OFF & RECOVERY

RESOLVED that:

- (i) Three debts totalling £19,947.88 (as detailed in Annex 1 of the Executive's report) be approved for writing out of the Council's accounts; and
- (ii) The performance on debt recovery for the 2018/19 financial year be noted.

Reason for decision:

Two of the debts related to National Non Domestic Rates, and one related to Housing Benefits overpayments. All possible action had been taken to recover these amounts and approval was sought to technically write them out of the accounts.

Alternative options:

To accept the report, but ask Officers to provide more detail on specific issues contained in the report.

Lead officer:

Interim Head of Finance and Assets

10. PROPERTY ACQUISITIONS

There was no business to be considered under this agenda item.

11. STATEMENTS

None.

12. ANY OTHER URGENT BUSINESS

None.

13. EXEMPT BUSINESS

There was no exempt business to be considered.

14. PROPERTY ACQUISITIONS (EXEMPT)

There was no exempt business to be considered under this agenda item.

Meeting closed at 8.23 pm

Distribution (Electronically):

All Councillors (eMembers Room) and Management Team including the Chief Executive, S151 Officer, Monitoring Officer and Communications and Information Manager